

**BOARD OF EDUCATION
POMPTON LAKES, NEW JERSEY
TUESDAY, November 14, 2017
BOARD OF EDUCATION REGULAR MEETING MINUTES
BOARD OF EDUCATION OFFICE – 7:30 P.M.**

ROUTINE MATTERS

1. **Call to Order**-Mrs. Shaw, Board Vice-President called the Regular Meeting of the Pompton Lakes Board of Education to order at 7:30 pm.
2. **Flag Salute**-Mrs. Shaw led the Pledge of Allegiance.
3. **Reading of Notice**-Mrs. Shaw read the following notice:

In accordance with the “New Jersey Open Public Meetings Law,” notice of this meeting, having the date, time and place, was posted at the Board of Education Office. A list of the following meeting dates was sent to the newspapers on May 21, 2017

2017-2018 SCHOOL YEAR

Conference Meetings	Regular Meetings
	July 11, 2017
	August 22, 2017
September 5, 2017	September 12, 2017
October 3, 2017	October 10, 2017
	November 14, 2017
December 5, 2017	December 12, 2017
January 2, 2018 Reorganization Meeting	January 9, 2018
February 6, 2018	February 13, 2018
March 6, 2018	March 13, 2018
April 3, 2018	April 17, 2018
May 1, 2018	May 8, 2018
June 5, 2018	June 12, 2018

4. Roll Call

- Mrs. Traci Cioppa-present
- Mr. Robert Cruz-arrived 7:33 pm
- Mrs. Eileen Horn-present
- Ms. Kelly Norris, Riverdale Representative-present
- Mr. Carl Padula-absent with advance notice
- Mr. Karl Roman-present
- Mr. Thomas Salus-absent with advance notice
- Mrs. Nancy Schwartz-present
- Mrs. Stephanie Shaw-present
- Mr. Timothy Troast-present

Dr. Paul Amoroso, Superintendent of Schools and Ms. Renee Taveniere, Business Administrator were also present.

5. Correspondence-Miranda Deevy, Student Counsel Representative reported that the PLHS' varsity football and soccer teams are headed for State semi-finals and that the Boys Varsity Soccer Team won their Group Title last week.

Dr. Amoroso reported that the high school will be hosting a college instant decision day in the near future. Dr. Amoroso thanked the high school guidance department for coordinating the event. Dr. Amoroso congratulated the Boys Varsity Soccer Team for winning their Group title and that this is their first championship title in several years.

6. Hearing of Public (First Session) and Comments by Board Members-Miss Erin Brady, Coalition Coordinator spoke about the upcoming Drug Education Forum being held on November 30, 2017 at 7:30 pm.

7. Presentation: Dr. Amoroso introduced Mr. Charles Koch, District Architect from Environetics Group. Mr. Koch gave a presentation on the possible Lakeside field turf project. Mr. Koch reviewed the preliminary architectural drawings, estimated costs, and soil bore testing. Mr. Koch went over project phases, time line to complete phase I (installation of cool play turf), and the next steps to have the project reviewed and approved by the NJ DOE.

8. Approval of Minutes

Mr. Troast moved, Mrs. Horn second that the Regular Meeting Minutes of October 10, 2017 be approved. **Motion passed by roll call vote: 8/0.**

FINANCE

APPROVAL OF BILLS FOR PAYMENT

F-1

It is recommended by the Superintendent of Schools that the Board of Education approve bills in the amount of \$3,167,705.90 for the month of November 2017, and 2 voided internal checks in the amount of \$105,813.66 for the month of September 2017.

Motion by Mrs. Schwartz, second by Mrs. Horn; motion carried by voice vote: 8/0.

APPROVAL OF STUDENT ACTIVITY ACCOUNTS

F-2

It is recommended by the Superintendent of Schools that the Board of Education approve the Student Activity account bills in the amount of \$31,608.43 for the months of October 2017.

Motion by Mr. Cruz, second by Mrs. Cioppa; motion carried by voice vote: 8/0.

APPROVAL OF FINANCIAL REPORTS

F-3

Pursuant to N.J.A.C. 6:20-2.13 (3), the Pompton Lakes Board of Education acknowledges receipt of the Secretary’s Certification and after review of the monthly financial report (appropriations section) certifies that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year; therefore, it is recommended that the Board Secretary/Business Administrator’s Report and Treasurer of School Monies’ Report for the months ending September 30, 2017 approved.

Motion by Mrs. Schwartz, second by Mrs. Shaw; motion carried by **roll call vote: 8/0.**

APPROVAL OF TRANSFER OF FUNDS

F-4

It is recommended by the Superintendent of Schools that the Board of Education approve the transfers for the months of October 2017.

Motion by Mr. Roman, second by Mr. Cruz; motion carried by voice call vote: 8/0.

APPROVAL OF OUT-OF-DISTRICT PLACEMENT

F-5

It is recommended by the Superintendent of Schools that the Board of Education approve the following student out-of-district placement for the 2017-2018 school year:

ID#	School	ESY	Tuition	Total
4856631196	West Milford	\$2,593.00	\$49,080.08	\$51,673.08

Motion by Mrs. Schwartz, second by Mrs. Cioppa; motion carried by voice vote: 8/0.

Background: This is a contract for an existing out-of-district student.

APPROVAL TO ATTEND CONFERENCE

F-6

It is recommended by the Superintendent of Schools that the Board of Education approve the following:

Name & School	Conference/ Seminar/ Workshop	Date	Location	Registration Fee	Other Costs
Karen Brill/Lenox	NJASL Conference Fall	11/16 – 11/17/2017	Long Branch, NJ	\$215.00	Mileage: \$93.62 Parking: \$10.00 Tolls: \$4.00
Kryisia Biville/Lincoln	NJASL Conference Fall	11/16 – 11/17/2017	Long Branch, NJ	\$189.00	Mileage: \$93.49 Parking: \$10.00 Tolls: \$4.00

Catherine Zollo/Lenox	Speech Pathologists – Strengthening Social Communication Skills	12/11/2017	West Orange, NJ	\$249.00	Mileage: \$9.42
Maureen Lee/Lakeside	9 th Annual Train the Trainer Conference – Mathematics, STEM, and Technology	12/14/2017	East Windsor, NJ	\$199.00	Mileage: \$44.20
John Miller/PLHS	Handle with Care Training	1/10/2018	Totowa, NJ	\$210.00	Mileage: \$6.00

ADDED TO EACH COST ABOVE IS MILEAGE AT.31/MILE FOR ALL EMPLOYEES (To and From Work Site and Workshop) PLUS ACTUAL TOLLS AND PARKING

All registration fees paid through Title II Federal Grant funding – 20-270-200-320-XX

All travel fees paid through Title II Federal Grant funding – 20-270-200-580-99

Motion by Mrs. Cioppa, second by Mr. Cruz, motion carried by voice vote: 8/0.

APPROVAL OF OUT-OF-DISTRICT PLACEMENTS

F-7

It is recommended by the Superintendent of Schools that the Board of Education approve the out-of-district placements for the following students.

ID#	School	Tuition	Effective Date
2157818098	Chapel Hill Academy, Lincoln Park, NJ	\$68,657.40 (To be pro-rated)	11/1/2017
9205249459	Shepard Preparatory HS, Morristown, NJ	\$39,049.68	11/13/2017

Motion by Mrs. Schwartz, second by Mrs. Shaw; motion carried by voice vote: 8/0.

APPROVAL OF TUITION STUDENT – PLHS

F-8

It is recommended by the Superintendent of Schools that the Board of Education accept and enroll student (SID# 2732815500) who resides in the Clifton, NJ Public School District, into the Pompton Lakes High School for the 2017-2018 School Year. The financial reimbursement from the Clifton School’s Board of Education will be in form of tuition. (Tuition for the 2017-2018 school year will be \$15,523.00)

Motion by Mrs. Shaw, second by Mr. Roman; motion carried by voice vote: 8/0.

Background: This student is considered homeless under the McKinney-Vento Act and Clifton will pay the tuition.

APPROVAL OF PURCHASE OF STEAM TABLE & FREEZER – PLHS

F-9

It is recommended by the Superintendent of Schools that the Board of Education approve the purchase of one (1) Randall custom steam table, heated shelf food warmer, and one (1) reach-in freezer for the Pompton Lakes High School Cafeteria. The cost for the steam table, food warmer,

FINANCE, cont'd.

reach-in freezer, installation and freight is \$16,695. This purchase is paid for from the Pompton Lakes Board of Education Food Service account.

Motion by Mrs. Schwartz, second by Mrs. Horn; motion carried by voice vote: 8/0.

APPROVAL OF CATAPULT LEARNING, LLC – 2017-2018

F-10

It is recommended by the Superintendent of Schools that the Board of Education approve the service contract with Catapult Learning, LLC to supply 192/193 Non Public services for the 2017-2018 school year.

Motion by Mr. Roman, second by Mrs. Shaw; motion carried by voice vote: 8/0.

APPROVAL OF VENDOR

F-11

It is recommended by the Superintendent of Schools that the Board of Education approve Center for Children’s Behavioral Health, 356 Horseneck Road, Fairfield, NJ as an approved vendor. (Pending submission of proper paperwork)

Motion by Mr. Cruz, second by Mrs. Shaw; motion carried by voice vote: 8/0.

**APPROVAL OF FALL 2017-2018 TRANSPORTATION ROUTES
CONTRACTED WITH SUSSEX COUNTY REGIONAL COOPERATIVE**

F-12

It is recommended by the Superintendent of Schools that the Board of Education approve the following transportation contracts with Sussex County Regional Cooperative for the 2017-2018 school year.

School	Route #	Contractor	Route Cost	3% Admin Fee	Total
Lincoln Elem	Q-005	Lenoir	\$50,400.00	\$1,512.00	\$51,912.00
Banyan Elem.	E-0929	K&H	\$24,300.00	\$729.00	\$25,029.00
Banyan High Schl	E-0928	FYFA	\$27,180.00	\$815.40	\$27,995.40
ECLC - Chatham	E-0322	Lenoir	\$21,848.00	\$655.44	\$22,503.44
ECLC - HoHoKus	E-0856	K&S	\$20,461.00	\$613.83	\$21,074.83
Forum School	E-0955	R&V	\$30,960.00	\$928.80	\$31,888.80
HoHoKus	E-0540	Alyft	\$34,602.00	\$1,038.06	\$35,640.06
Windsor	E-0888	Cassidy	\$16,249.00	\$487.47	\$16,736.47
Lenox School	Q-155	K&H	\$28,620.00	\$858.60	\$29,478.60
YCS Fort Lee	Q-226	Trinity	\$21,420.00	\$642.60	\$22,062.60
		TOTALS	\$276,040.00	\$8,281.20	\$284,321.20

FINANCE, cont'd.

Motion by Mrs. Shaw, second by Mrs. Schwartz; motion carried by voice vote: 8/0.

APPROVAL OF DONATION – LAKESIDE PTA

F-13

It is recommended by the Superintendent of Schools that the Board of Education accept a donation of \$1,000 from the Lakeside School PTA to be applied towards the cost of the presentation of Don't Press Send, Inc., on November 6, 2017.

Motion by Mrs. Shaw, second by Mr. Cruz; motion carried by voice vote: 8/0.

APPROVAL OF OUT-OF-DISTRICT PLACEMENTS

F-14

It is recommended by the Superintendent of Schools that the Board of Education approve the out-of-district placements for the following students.

ID#	School	Tuition	Effective Date
2322682844	YCS Fort Lee Education Center, Fort Lee, NJ	\$40,305.92 (Plus the cost of an 1:1 aid to be determined)	11/20/2017

Motion by Mrs. Horn, seconded by Mrs. Shaw; motion carried by voice vote: 8/0.

**PERSONNEL
RESIGNATIONS**

PLHS EXTRACURRICULAR ASSIGNMENTS

P-1

It is recommended by the Superintendent of Schools that the Board of Education approve the resignation of David Pede, advisor (one of three) from the Environmental Club at Pompton Lakes High School, effective 10/27/2017.

Motion by Mr. Cruz, second by Mr. Troast; motion carried by **roll call vote: 8/0.**

ACCOUNTS PAYABLE SECRETARY

P-1a

It is recommended by the Superintendent of schools that the Board approve the resignation of Anne C. Altamura, Accounts Payable Secretary effective January 5, 2018.

Motion by Mr. Troast, second by Mr. Cruz; motion carried by voice vote: 8/0.

LEAVES
LENOX ELEMENTARY SCHOOL - KINDERGARTEN

P-2

It is recommended by the Superintendent of Schools that the Board of Education approve the leave of absence for Brittany De Pree, kindergarten teacher, assigned to Lenox Elementary School, effective January 29, 2018 – June 22, 2018.

Dates	Coverage	Amount of Time
1/29/2018 – 4/20/2018	<u>Federal Medical Leave Act</u> Medical covered under FMLA	10 Weeks
1/29/2018 – 2/27/2018	<u>Paid Sick Leave</u>	20 Days
4/23/2018 – 6/22/2018	<u>New Jersey Family Leave Act</u> Medical covered under NJFLA	9 Weeks

Motion by Mrs. Schwartz, second by Mrs. Horn; motion carried by **roll call vote: 7/0/1** (Ms. Norris abstained)

PERSONNEL
LEAVES

LEAVE EXTENSION – LAKESIDE

P-2a

It is recommended by the Superintendent of Schools that the Board of Education approve a leave extension for Rebecca Velozo, reading/language arts teacher assigned to the Lakeside Middle School, from 1/1/18 – 6/30/18.

Motion by Mr. Troast, second by Mrs. Schwartz; motion carried by roll call vote: **7/0/1** (Ms. Norris abstained).

APPOINTMENTS

EXTRACURRICULAR ASSIGNMENT-PLHS

P-3

It is recommended by the Superintendent of Schools that the Board of Education approve the following revised extracurricular assignment for the 2017-2018 school year, effective 10/27/2017, according to budget and guide.

Environmental Club	Kimberly Tanella, John Turano (2 way split)
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Motion by Mrs. Horn, second by Mr. Cruz; motion carried by voice vote: 8/0.

EXTRA CLASS STIPEND – PLHS

P-3a

It is recommended by the Superintendent of Schools that the Board of Education approve the following stipend for the listed teacher for the 2017-2018 school year.

Faculty Member	Department	Previously Approved Stipend	New Recommended Stipend
Marisol Castro	Language/Spanish	-	1.0

Motion by Mrs. Horn, second by Mr. Troast; motion carried by roll call vote: 8/0.

PERSONNEL APPOINTMENTS

LAKESIDE MIDDLE SCHOOL – MATHEMATICS

P-3b

It is recommended by the Superintendent of Schools that the Board of Education approve Michelle Serra as a Lakeside Middle School mathematics teacher (replacing Michelle Ginart) effective on or before December 15, 2017. (MA Step 4 \$60,825-to be pro-rated pending fingerprinting and certification)

Motion by Mr. Troast, second by Mr. Cruz; motion carried by roll call vote: 7/0/1 (Ms. Norris abstained).

LENOX ELEMENTARY SCHOOL – 2ND GRADE LEAVE REPLACEMENT

P-3c

It is recommended by the Superintendent of Schools that the Board of Education approve Amanda Calderone as the 2nd grade leave replacement (for Kim Katinsky) effective November 15, 2017. (MA Step 1 \$59,390-to be pro-rated pending fingerprinting)

Motion by Mr. Troast, second by Mr. Cruz; motion carried by roll call vote: 7/0/1 (Ms. Norris abstained).

APPROVAL OF SUBSTITUTES

P-3d

It is recommended by the Superintendent of Schools that the Board of Education approve the following personnel to be added to the appropriate lists for the 2017-2018 school year.

Substitute Teachers	Peter Cetinich Theresa Deona Daniel Olive Frank Picciotto Sally Thousand Isabelle Nohta
Student Teacher	Hannah Breckenridge/William Paterson Music/Vocal/C. Flynn/PLHS 1/18 – 5/3/18

Substitute Secretary	Sally Thousand
Volunteer/School	Robert Panek
Instructional Aids	Rhianna Jameson

Motion by Ms. Norris, second by Mr. Cruz; motion carried by voice vote: 8/0.

LINCOLN ELEMENTARY SCHOOL – KINDERGARTEN AIDE

P-3e

It is recommended by the Superintendent of Schools that the Board of Education approve Tracy Lindsay as an instructional aide assigned to the kindergarten class at Lincoln Elementary School effective 11/15/2017. (Step 1 \$15,890-to be pro-rated - 29.6/hours per week)

Motion by Mr. Cruz, second by Mrs. Schwartz; motion carried by voice vote: 7/0/1 (Ms. Norris abstained).

CURRICULUM & INSTRUCTION
FIELD TRIPS

C-1

It is recommended by the Superintendent of Schools that the Board of Education approve the following field trip:

Day/Date	School/Dept.	Grade/Club	Destination
Retroactive Tues., 11/14/2017	Lakeside/PLHS	The Teen Place/Life Skills Program	California Pizza Kitchen, Wayne, NJ
Wed., 11/15/2017	Lakeside	Chorus	Pompton Lakes High School
Fri., 11/17/2017 Fri., 12/01/2017 Fri., 12/08/2017 Fri., 12/15/2017	PLHS/Life Skills Class	Life Skills Activities of Daily Living	Chili's, Riverdale, NJ Shop Rite of Oakland, NJ Oakland Diner, Oakland, NJ Willowbrook Mall, Wayne, NJ
Mon., 11/27/2017	PLHS	Personal Law	Passaic County Jail & Courthouse, Paterson, NJ
Tues., 11/28/2017	PLHS	CSA Club (Coalition of Student Ambassadors)	Point Pleasant Borough HS, Point Pleasant, NJ
Wed., 12/6/2017	Lakeside	6 th Grade/LLD/TTP	Centenary University, Hackettstown, NJ
Wed., 12/6/2017	Lakeside	7 th Grade	William Patterson University, Wayne, NJ
Thurs., 12/7/2017	Lakeside	LLD/TTP	Bow Tie Cinema, Wayne, NJ
Tues., 12/12/2017	Lakeside	Student Council	Pompton Lakes Civic Center, Pompton Lakes, NJ
Thurs., 12/14/2017	Lakeside	Band/Chorus	Pompton Lakes High School
Wed., 01/10/2018	PLHS	FBLA	Dave & Busters, Rockefeller Plaza, NY, NY
Wed., 1/10 – Thurs., 1/11/2018	Lakeside	AT & PA	Morristown Unitarian Fellowship, Morristown, NJ
Fri., 2/9/2018	Lakeside	7 th & 8 th Grades AT	Drew University, Madison, NJ
Tues., 5/15/2018	Lincoln	2 nd Grade	Buehler Challenger & Space Center, Bergen Community College, Paramus, NJ
Wed., 5/23/2018	Lakeside	Band	Pompton Lakes High School

Thurs., 5/24/2018	Lakeside	Jazz Band/Chorus	Pompton Lakes High School
Fri., 6/8 – Sun., 6/10/2018	PLHS	Senior Class	Williamsburg, VA

Motion by Ms. Norris, second by Mr. Cruz; motion carried by **roll call vote: 8/0.**

CURRICULUM & INSTRUCTION

APPROVAL OF NJQSAC STATEMENT OF ASSURANCE – 2017-2018 C-2

It is recommended by the Superintendent of Schools that the Board of Education approve the NJ Quality Single Accountability Continuum (NJQSAC) Statement of Assurance for the 2017-2018 school year.

Motion by Mr. Cruz, second by Mrs. Shaw; motion carried by voice vote: 8/0.

APPROVAL OF PARTICIPATION IN FUTURE READY SCHOOLS NJ C-3

It is recommended by the Superintendent of Schools that the Board of Education approve the agreement with the Future Ready Schools – New Jersey for the infusion of Digital Learning across multiple disciplines with Dana Aagaard being the district’s liaison.

Motion by Mr. Troast, second by Mrs. Schwartz; motion carried by voice vote: 8/0.

APPROVAL OF ATHLETIC COACH EVALUATION C-4

It is recommended by the Superintendent of Schools that the Board of Education approve the Pompton Lakes School District Athletic Coach Evaluation.

Motion by Mr. Troast, second by Mr. Cruz; motion carried by **roll call vote: 8/0.**

MISCELLANEOUS

HARASSMENT, INTIMIDATION AND BULLYING REPORT M-1

WHEREAS, the Pompton Lakes Board of Education has received the Harassment, Intimidation and Bullying Report of the Superintendent on November 14, 2017 and BE IT THEREFORE RESOLVED, that the Board of Education affirms the Superintendent’s recommendation regarding the HIB Report for October 2017.

Motion by Mr. Troast, second by Ms. Norris; motion carried by voice vote: 8/0.

**APPROVAL OF ANNUAL COMPREHENSIVE
MAINTENANCE PLAN REPORT**

M-2

It is recommended by the Superintendent of Schools that the Board of Education approve the submission of the Annual Comprehensive Maintenance Plan Report for 2017-2018 and 2018-2019 school year.

Motion by Mrs. Schwartz, second by Mr. Troast; motion carried by voice vote: 8/0.

**APPROVAL OF THE MEMORANDUM OF AGREEMENT
BETWEEN EDUCATION AND LAW ENFORCEMENT**

M-3

It is recommended by the Superintendent of Schools that the Board of Education approve the Memorandum of Agreement Between Education and Law Enforcement Official for the 2017-2018 school year.

Motion by Mr. Roman, second by Mrs. Schwartz; motion carried by voice vote: 8/0.

G. ROUTINE MATTERS

1. Hearing of Public (Second Session)

Mr. Scott SanTERS, Pompton Lakes resident stated that there is a new turf field being constructed near De Paul High School (Wayne, NJ) and suggested that anyone interested in seeing a turf field project in progress, visit the Wayne site.

2. Old/New Business

Mrs. Schwartz asked what the protocol is for purchasing team rings, plaques, and other items for varsity teams that win State championships. She recalls that in the past the funds were generally raised by students and through donations from local vendors to assist in offsetting the overall costs to parents. Is it possible to keep the recognition financially equal? Dr. Amoroso stated that each team does their own fund raising, the district does not purchase or subsidize the purchase.

Mrs. Cioppa asked if Dr. Amoroso knew why Power School went down last week; was it an internal issue or was it a Power School issue. Dr. Amoroso stated it was a Power School issue.

Dr. Amoroso reviewed the Teacher of the Year selection process and asked if there were any Board members that would like to serve on a building selection committee. Mrs. Cioppa, Mrs. Horn, and Mrs. Schwartz responded they would like to be on a selection committee. Dr. Amoroso will reach out to Mr. Salus to inquire if he would be interested in serving on a committee.

Dr. Amoroso stated the Lakeside PTA has offered to purchase air conditioning units for select classrooms on the 1st floor in Lakeside School. The Board discussed the possibility; however, before a decision is made, the Board would like to know which classrooms on the 1st floor would receive the air conditioning units.

3. Future Meetings

Conference Meeting-December 5, 2017

Regular Meeting-December 12, 2017

4. Adjournment

Motion by Mr. Troast, second by Mr. Cruz to adjourn the Regular Meeting of the Pompton Lakes Board of Education at 9:00 pm.

Respectfully submitted,

Renee Taveniere
Board Secretary